

# New Employee Orientation

McLaren Central  
Michigan



# Hospital Safety

- Safety Committee
  - Multidisciplinary team
  - Familiar with standards and requirements of the Healthcare Facilities Accreditation Program (The Joint Commission) of the American Osteopathic Association, MDCH
- Patient Safety Committee
  - Medication errors, patient falls, wrong site surgery, etc

# Safety and Security Policies

- Lock Down
- Perimeter Control
- Security Sensitive Areas
- Theft Control

# Punch pad lock

## Keep these codes confidential!



# Punch key lock



# *Hospital Codes*

## Code Adam

An infant/child is missing or known to be abducted please call 33366



# Code Yellow



- A bomb threat is received or discovery of a suspicious package. If a phone threat: Do not hang up, note caller ID and as many details as possible.
- Call 33366 if any threats

# Code Gray

- A situation with a verbally or physically abusive person but not involving weapons or hostages. May escalate to code Triage internal or code Silver if weapon is present.
- Call 33366 if you have a situation.





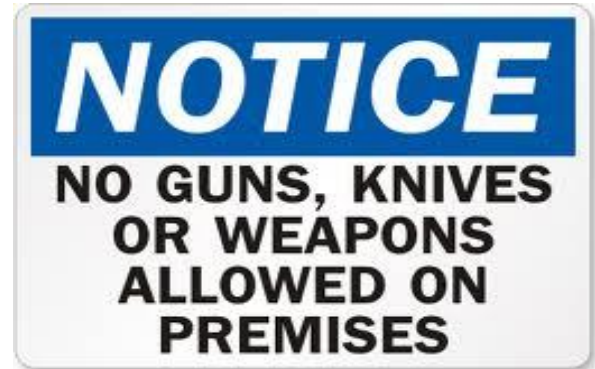
# Code Triage

- Disaster Incident-Patients en-route
- Emergencies which may require significant support from several internal and or external departments in order to continue patient care. Includes natural events such as tornado, utility failure, flood, multi victim accidents
- Call Emergency Management Plan at 33366



# Code Silver

- Weapons/Hostage Situation
- Any unauthorized person has a weapon on facility property or there is actual or suspected hostage situation. Most critical: Clear area around incident.
- Call 33366



# Code Blue

- Cardiopulmonary Arrest
- An individual is found in cardiac arrest or respiratory arrest unless the individual has advanced directive indicating otherwise. Provide life support and emergency care
- Call 33366

# Code Strong



- Assistance with lifting, boosting and/or transferring is needed.
- Code Strong team will arrive with the proper lifting equipment and practice proper body mechanics to ensure that the lift is done in a safe and timely manner.
- If you need assistance call 33366

# Code Weather

- Severe Weather
- Notification of tornado warning, severe weather, blizzard, etc. Close blinds and doors and move patients away from windows, into designated areas if possible
- Call 33366 if you have severe weather



# Code Red

- Indication of real or suspected fire. Staff should follow plan to protect patients, staff, visitors, themselves and property.
- Keep all stairwells empty, hallways clear and exits unobstructed
- Do NOT wedge or prop doors open
- Keep storage off the floor and 18 inches from the ceiling
- Dial 33366 to report a fire



# Hospital Codes continued..

Code **Red**      **Fire-call 33366**

● **R**escue   **A**lert/**A**larm   **C**ontain  
**E**vacuate/**E**xtinguish

● **P**ull pin   **A**im   **S**queeze the trigger  
**S**weep along the base of the fire

# Fire alarm pull station





# Fire Alarm Pull Station



# Fire Extinguisher



# O<sub>2</sub> Shutoff Valve



Evacuation routes are posted in all areas

**Know the evacuation routes for  
the department(s) or locations  
in which you work.**

# Eye Wash Stations

Know where your  
nearest  
eyewash station  
is located





# Know what your role is in a “code” situation

Do not use the 5800 paging system  
while a code is in progress

# Biomedical safety

- All electrical equipment must be inspected before use
- Non patient care items
- Patient care equipment
- Remove a piece of broken equipment immediately, complete an “Out of Service” tag, and notify the biomedical department

# Out of Service Tag





# **MRI SAFETY**

- The magnet is always on!!
- Please note the chain dog leash we use to show the strength of the Magnetic Field:







# There are many surgical implants that are NOT MRI Safe!

- PACEMAKERS
- NEUROSTIMULATORS
- ANEURYSM CLIPS
- SOME MECHANICAL HEART VALVES
- MEDICATION PUMPS
- MECHANICAL SHUNTS AND STENTS
- PLUS MANY MORE...

*PATIENTS, EMPLOYEES, AND  
PHYSICIANS...*

---

*MUST BE CLEARED BY A  
REGISTERED MRI  
TECHNOLOGIST PRIOR  
TO ENTERING THE MRI  
SCANNER ROOM*

# Parking

- Park only in areas designated for employees
- Be watchful of hazardous conditions
- Be aware of your surroundings
- Keep your vehicle locked at all times
- Valuables should not be visible-lock them in the trunk



# Employee Parking Lot

